

# Great Wilbraham Parish Council

## Minutes of the Meeting of Great Wilbraham Parish Council

Held Thursday 17<sup>th</sup> September 2020 7.30pm via video conference

- Present:** Stephen Bartlett (Chair), Sally Ramus, Claire Jackman, Chris Hanson and Roddy Tippen  
District Councillors Claire Daunton & Graham Cone and County Councillor John Williams  
Two members of the public.  
The Clerk, Natalie Mulvey was in attendance
- 20-21/49 To receive and approve apologies for absence** - Apologies had been received from F Phippen, which were accepted.
- 20-21/50 Declarations of interest and dispensations**
- (a) To receive declarations of interest from Councillors on items on the agenda – None
  - (b) To receive written requests for dispensations for disclosable pecuniary interests – None
  - (c) To grant any requests for dispensation as appropriate – None
- 20-21/51 Open Forum for Public Participation (10mins)** – J Bray talked members through the Well-Brahams Community Gardening Project which is on the agenda later in the meeting.
- 20-21/52 To sign and approve minutes** - Minutes of the meeting held on 16<sup>th</sup> July 2020 were proposed by S Ramus, seconded C Jackman and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. Minutes of the meeting held on 27<sup>th</sup> August 2020 were proposed by S Ramus, seconded by S Bartlett and RESOLVED by a unanimous vote to be a true record of events and were duly signed by the Chairman. .
- 20-21/53 Matters arising / Chairman’s correspondence / Clerk’s report** – For information only  
The Clerk advised that replacement batteries and pads were being ordered for the defibrillator. S Ramus requested that signs be placed around the village to ensure residents are aware of the defibrillator and its location. The Clerk reported concerns raised by a resident over trees in Station Road which looked dangerous. C Daunton agreed to investigate ownership and report back. The Clerk had been advised of some missing signs, which she is reporting to Cambridgeshire County Council.
- 20-21/54 To discuss Parish Council vacancies and co-option** – The Clerk reported an application along with a statement of interest had been received from Sam Dhaliwal. It was proposed by C Jackman, seconded by R Tippen and it was unanimously RESOLVED that Sam Dhaliwal be co-opted as a member of Great Wilbraham Parish Council. Members looked forward to working with him. The Clerk reported that F Phippen had resigned as a member. F Phippen was keen to continue to support the village in matters of health and safety and communicating messages to the community. Members wished to thank F Phippen for her support.
- 20-21/55 County & District Councillors Report & Questions**
- (a) District Councillors Report - Cllr G Cone provided a full written report; a copy will be added to the Wilbrahams website. G Cone gave an update on guidance available for residents wishing to carry out voluntary litter-picks and reported on the problems being caused by the incorrect disposal of PPE.  
Cllr C Daunton provided a full written report; a copy will be added to the Wilbrahams website. C Daunton gave an update on the cycle path application and the importance of campaigning to keep the ‘hub’ and ‘spokes’ arrangements that the Greenways team have talked about in the past in view.
  - (b) County Councillors Report - Cllr J Williams gave a verbal updated from his report. J Williams advised that following the surface water problems in Angle End and Church Street the Highways Maintenance Manager has instructed the District Highways Maintenance Manager and Local Highways Officer to investigate to see what can be done to improve the system.

**20-21/56 To discuss Great Wilbraham surface water** – S Bartlett reported the issues that had been created by recent heavy rainfall. Members discussed the significant work that had taken place on the soakaway in Angle End in 2017. J Williams suggested the Clerk contact Dennis Vatcher to arrange a site visit to see what more could be done to improve the situation.

ACTION: CLERK

**20-21/57 To discuss traffic calming / highways matters including speed awareness device and campaign** – The Clerk circulated the finalised LHI application prepared by M Smith. It was proposed by S Bartlett, seconded by R Tippen and it was unanimously RESOLVED that this be submitted for the 2021-2022 funding. Members wished to thank M Smith for the huge effort he had put into writing a great application. A resident had raised their concerns over the adoption of Great Wilbraham as the through-route for transporters delivering cars to Queens Farm in Fulbourn. Members discussed the problem with County Councillor J Williams, who confirmed that unfortunately there was nothing the Parish Council can do due to these vehicles having right of access. The advisory restricted HGV sign on the Six Mile Bottom road has been turned around. R Tippen offered to attend to this. S Bartlett reported the Wilbrahams' Environmental Group are interested in taking responsibility for the two triangles by the dental surgery and school. The group will be contacting Cambridgeshire County Highways team to discuss their plans. S Bartlett agreed to discuss this with D Vatcher at the proposed meeting.

**20-21/58 To discuss re-siting Cambridge Wastewater plant** – S Bartlett reported correspondence received from a resident. Members asked the Clerk to write to the resident to explain although members did not have the professional understanding to submit his recommendations, they suggested he consider submitting it directly.

ACTION: CLERK

**20-21/59 To discuss annual parish inspection report** – The Clerk reported that support had been offered to write the report and she was going to make contact with the previous editors to ensure the quality of the report was kept to the previous high standard.

ACTION: CLERK

**20-21/60 Planning and tree applications**

**(a) Planning applications**

- |    |               |  |   |
|----|---------------|--|---|
| i) | 20/03321/HFUL | Wilbraham Temple<br>18 Temple End<br>Great Wilbraham | Demolition of existing single storey extensions and conservatories and the erection of single storey extensions and alterations |
|----|---------------|--|---|

S Ramus talked members through the application which did not affect any near neighbours.

Members unanimously agreed to a NO RECOMMENDATION response to the application.

- |     |              |  |   |
|-----|--------------|--|---|
| ii) | 20/03322/LBC | Wilbraham Temple<br>18 Temple End<br>Great Wilbraham | Demolition of existing single storey extensions and conservatories and the erection of single storey extensions and alterations |
|-----|--------------|--|---|

Members unanimously agreed to a NO RECOMMENDATION response to the application.

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|-----|---------------|---------------------------------|--|
| ii) | 20/01085/HFUL | 2 Butt Lane, Great<br>Wilbraham | Single storey rear extension replacing an existing conservatory, a single storey detached outbuilding and a new front entrance porch replacing an existing canopy – Amendment Revised red line boundary and Certificate B submitted with notices served. |
|-----|---------------|---------------------------------|--|

Members unanimously agreed to maintain their decision to OBJECT to the planning application.

Members want to reiterate their concerns over building work and request a robust traffic management be in place to avoid any problems.

**(b) Tree Applications (to undertake work on trees situated in a conservation area)** – For information only

- |    |              |                  |   |
|----|--------------|------------------|---|
| i) | 20/1859/TTPO | Wilbraham Temple | T001 Horse Chestnut - Fell to ground level. The |
|----|--------------|------------------|---|

18 Temple End  
Great Wilbraham  
Cambridge

tree is infected with Ganoderma applanatum which is established on the main stem of the tree between 0m and 2m. The fungus has developed multiple fungal brackets which appear to have been present for a number of years. These are approximately located on each cardinal point of the main stem and all feature fresh growth of this year. This shows that the fungus is entrenched throughout the stem of the tree and not just confined to a localised point. The tree is within falling distance of the main house and an outbuilding. The work recommended is to fell the tree to ground level.

20-21/61

#### Finance

<b>Total funds as of 30<sup>th</sup> June:</b>	£66,331.25	<b>This includes S106 funds:</b>	£2,918.73
<b>Current account balance:</b>	£53,299.48	<b>Savings account:</b>	£13,031.77

(a) **To review Parish Council calendar** – The Clerk advised that the land agreements would be reissued in September.

(b) **To approve payments of:**

i)	Natalie Mulvey – Clerk Salary July & August	£572.00
ii)	Clerk Salary – Inland Revenue July & August	£143.00
iii)	CGM Invoice 231982	£407.59
iv)	PWLB Payment (10/50)	£2,364.76
v)	Cambridgeshire County Council – Street light energy 01/10/2019-21/05/2020	£384.88

It was proposed by R Tippen, seconded S Bartlett and it was unanimously, RESOLVED, that subject to inspection of the original invoices by R Tippen, to approve the payments as listed.

(c) **To receive funding and expenditure requests** – R Tippen advised that an application had been received from Wilbraham Memorial Hall Trustees requesting the sum of £500 for three trees that they wish to plant along the boundary of the play area. Members agreed that they supported awarding the grant requested subject to a clearer understanding of where the trees are to be planted and the species. R Tippen agreed to arrange a meeting for further discussion.

ACTION: R TIPPEN

(d) **To discuss items for consideration in the 2021 – 2022 budget** – The Clerk asked members to let her know of anything they wish to be considered for inclusion in the 2021 – 2022 budget in preparation for the Finance meeting in October.

20-21/63

#### Reports from working parties

(a) **Memorial Hall** – S Ramus reported that the playground fence had now been replaced but it had caused an issue with the Parish Council’s noticeboard, which was being corrected. Although the Hall was not generally being used, there had been two successful Farmers Markets held on the recreation ground. It is hoped that these will continue monthly.

(b) **Parish Cemetery** – S Ramus advised there was apparently only one plot remaining at the Church cemetery.

(c) **Community Cohesion & Well-being** – To discuss Garden Project the Wellbrahams – Members discussed the proposal from Well-Brahams Community Gardening Project for an “all-ages” garden project which would offer villagers the opportunity to create herb gardens, flower beds and planters around our community for the enjoyment of all. Members were in principle, all in support of the project but discussed the importance of it

proceeding in a controlled manner to ensure the Parish Council did not open itself up to criticism or risk. S Bartlett agreed to write to the group with a suggested process.

ACTION: S BARTLETT

**20-21/64 To discuss Website Accessibility Publication regulations** – The Clerk reported the barriers including costs to ensuring the website was compliant with these regulations. She reported that she had been in discussion with a new website company to establish the cost for buying a site that would be compliant. S Bartlett reported that there had been a security breach, which WatchtheDot had responded speedily to correct. The Clerk agreed to investigate options and review the site security and report to the Finance Committee.

ACTION: CLERK

**20-21/65 Current actions outstanding** – Website accessibility regulations and Parish cemetery plan.

**20-21/66 Matters for future consideration** - None

**20-21/67 Dates of next meetings**

19<sup>th</sup> November 2020, 21<sup>st</sup> January 2021, 18<sup>th</sup> March 2021, 22<sup>nd</sup> April (APM Annual Parish Meeting) and 20<sup>th</sup> May (Annual Parish Council Meeting)

**20-21/68 Agenda items for next meeting**

Any business and payments, to be considered at the Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

There being no further business the meeting closed at 10.15pm.